

FAQs - HOTA's ArtKeeper 23-24

What is the salary for this role?

Both the Artist and Storyteller-in-residence roles within the ArtKeeper program are three days a week (0.6 FTE) which equates to 22.8hrs/wk. The salary for this part-time role is \$45,000 per annum (\$75,000 per annum FTE x 0.6) plus superannuation.

Are the days/hours of work flexible?

Yes, we'll work with successful applicants to mutually agree a schedule of workdays for the contract period. However, all successful artists will need to work one day a week that is the same for everyone, to enable the over-arching program activities (e.g. in-person sessions with the Artist Provocateur) to occur. This is likely to be either a Tuesday or Thursday but will be negotiated with the successful candidates. Regular workdays are to be weekdays only.

What are the key dates for the application and interview process?

Drop-in studio viewings (optional) - Tue 31 Oct 2023, 5pm-7pm or Fri 3 Nov, 12pm-2pm 2023

Applications close - Sun 12 Nov 2023 (midnight)

Notifications for progression to interview stage - By Fri 24 Nov 2023

Interview day - Fri 1 Dec 2023 (an additional interview day may be added if required)

Notifications to interviewed applicants - By Fri 8 Dec 2023

Contract period - Tue 9 Jan-Fri 19 Jul 2024

Where do I attach my proposal within my Seek application?

Please upload your proposal of no more than 1 page instead of a Cover Letter, after you've uploaded your CV. Please also include in your proposal a short statement addressing your demonstrated experience as an ambassador/advocate or Gold Coast Arts and Culture.

Where do I include links to examples of my artwork?

You can include up to 3 full text links to your work either within your attached CV or proposal.

IMPORTANT: Please only include **full text links** (eg. www.hota.com.au) in your application because 'embedded hyperlinks' (eg. click [here](#) for my website) will drop off in Seek's system and will not be received by the panel.

Links that require users to sign up or sign in to an external platform to view the material will not be reviewed.

What art forms are you looking for in project proposals?

Artists from all disciplines, artforms, and creative practices are encouraged to apply. Our previous ArtKeeper Artists worked on projects spanning visual art, sculpture, ceramics, textiles, physical theatre, comedy, dance, design, community-engaged practice and more. You can read more about their projects here: <https://hota.com.au/artists/artkeeper>

Who owns the intellectual property in the work the Artists create while employed at HOTA?

The Artist will retain the intellectual property rights in works they create while at HOTA. However, HOTA will require acknowledgement through logo and credit line for future iterations of the project, and there'll be a standard acknowledgement line included in the employment contract.

Who owns the intellectual property in the work the Storyteller in residence creates while employed at HOTA?

The Storyteller in residence will retain the intellectual property rights in the photo/video documentation they create while at HOTA. However, to facilitate HOTA's use of those photo/video materials, the Storyteller will need to agree to licensing conditions as part of their employment contract.

Does the Storyteller in residence need to provide their own photo/video/editing equipment?

Yes, as a professional practicing artist with a background in photo/video work, we anticipate that the successful Storyteller in residence will have their own photo/video/editing equipment and software, however we do have some equipment available that may also be useful.

I have more than one idea to propose / work on. Can I do that?

If you'd like to propose working on more than one project during the contract period, you can do this, but please carefully consider the part-time nature of the role. You'll still need to keep your proposal to 1 page total, regardless of how many ideas you'd like to work on in the role. Please do not submit multiple applications.

Do I need to propose a public outcome in my application?

You will need to propose and participate in at least one significant public outcome/event related to your project and/or practice.

You will also need to participate in group public outcomes towards the end of the program (e.g. panel artist talk and open studio), where you share what you've worked on during ArtKeeper.

You will also be expected to engage in public discourse about art, artists and artmaking in collaboration with the Storyteller in residence.

We'll work with the successful applicants early on to develop public outcomes appropriate to the artist and project's stage of development, but if you have specific ideas in mind, please include them in your application.

My project or idea requires materials. Is there a budget for that?

Up to \$5,000 per Artist is available for materials and project expenses, pending your project's requirements.

Up to \$2,500 is available for materials and project expenses to the Storyteller in residence for their artist-led project.

Can I apply for grants to bolster my ArtKeeper materials budget?

As a HOTA employee who's employed to create art, you may be excluded from applying for some arts funding programs for the project/s you work on during ArtKeeper. If your project relies on leveraging additional funding to undertake, please note this in your application.

What kinds of resources could I tap into while working at HOTA?

HOTA is much more than just a venue. We're a community of producers, curators, programmers, marketing and ticketing specialists, technicians, production managers and more, with a wide range of skills, experience and knowledge to share. We encourage you to consider how our people, combined with time and space, might support the development of your project or idea.

You can also expect to have regular conversations and check-ins with Artist Provocateur, Wesley Enoch AM, throughout your contract.

How can I better understand HOTA's programming and curatorial style, audiences and venue resources?

We encourage you to explore the HOTA website, especially [HOTA Stories](#).

How do I know if my practice would be suitable for the converted co-working studio?

Our ArtKeeper converted co-working studio is one of our former gallery spaces in the HOTA Central building, now called Studio 2.

There is no sink, paint trap or window inside the space (though working with containers of water obtained nearby is possible) so artists need to consider whether the space can accommodate their particular practice and project.

Please also consider that the studio is open plan and co-working, so if your practice requires significant time spent alone or in silence, this may not be a great fit.

You can visit one of our optional drop-in studio viewing sessions to see the space and talk with a HOTA staff member about the practicalities of the space before you apply.

- Tue 31 Oct 2023, 5pm-7pm
- Fri 3 Nov 2023, 12pm-2pm

I want to work from my home studio/office instead, is that ok?

This role will be based on-site at HOTA in Bundall, Queensland. You'll have your own workspace within HOTA's Studio 2, which we convert into a co-working studio for the program. We've also got a range of other spaces for you to access (usually for short periods at a time), depending on your practice. We love artists and we want you around. However, it might be appropriate to develop a small part of your project off-site, and if that's the case, we'll negotiate.

If I'm a successful applicant, does that mean that the project or idea I develop will have a guaranteed presentation outcome at HOTA in the future?

Not necessarily. This will depend on what your project is, how it develops and how HOTA's programming priorities also evolve over time. However, we'll have ongoing conversations about what future stages of your project or idea might look like.

Will I be paid superannuation, annual leave, personal leave, etc - just like a regular employee?

Yes, you'll be entitled to all statutory benefits as a HOTA employee.

Do I need Public Liability Insurance to apply for this role?

No, you will be employed by HOTA and will be covered by our insurance and workers compensation schemes. As a HOTA employee, this does mean that you'll need to follow HOTA's Workplace Health & Safety procedures.

Do I have to apply via Seek?

Due to the expected volume of applications, we are only accepting application via Seek. If you access requirements, please contact us at create@hota.com.au or phone (07) 5588 4000.